

VENTURA LAFCO

WATER & WASTEWATER SERVICE REVIEW

PART I

1. Contact Information (all agencies)

a. Name of City/District: Pleasant Valley County Water District

Mailing Address: 154 South Las Posas Road

City Camarillo State CA Zip 93010-

Primary Office Address (if different): same

City _____ State CA Zip _____

Telephone: (805) 482-2119 Fax: (805) 484-5835

E-Mail: pvcwd.aqwater@verizon.net

b. Manager (Chief Staff Official):

Last Name: Miller First Name: Michael L.

Title General Manager

Mailing Address (if different than contact):

Address Same

City: _____ State: CA Zip _____

Telephone (805) 482-2119 Ext. _____ Fax (805) 484-5835

E-mail: pvcwd.aqwater@verizon.net

c. Contact (if different than manager):

Last Name: _____ First Name: _____

Title _____

Address: _____

City: _____ State: CA Zip _____

Telephon _____ Ext.: _____ Fa _____

E-mail: _____

d. Legal Counsel: John Mathews %Arnold, Bleuel, LaRochelle, Mathew

Title: District Counsel

Mailing Address (if diferent than m 300 Esplanade Drive, Suite 2100

City: Oxnard State: CA Zip 93030-

Telephone (805) 988-9886 Ext: _____ Fax (805) 988-1937

E-mail _____

Agency Name: Pleasant Valley County Water District

Governance Information (all agencies)

a. Agency Type (check all that apply)

- ☐ City Date of Incorporation: _____
☐ General Law ☐ Charter
☒ Independent Special District ☐ Dependent Special District

Enabling Legislation (citation for principal act)

30000 et. Seq.

Date of Formation: 8/10/1956

b. Governing Body:

- ☐ City Council ☒ Board or Directors ☐ Other (specify) _____

Number of Members 5

How are members selected ☐ at large vote ☐ voting districts

☐ voting divisions ☐ appointment at large ☐ appointment by district

☐ other (specify) _____

If elected, date of last election 11/01/2001

How may members ran unopposed: 2

Terms of office ☒ 4 year ☐ 2 year

☐ Other (specify) _____

c. Current Member Data (attach extra sheets if needed)

Name: Thomas P. Vujovich Title: President

☐ Elected or ☒ Appointed Expiration Date of Term 12/ 7/2005

Name: William Davis Title: Director

☐ Elected or ☒ Appointed Expiration Date of Term: 12/ 5/2003

Name: Arthur M. Sakioka Title: Director

☐ Elected or ☒ Appointed Expiration Date of Term: 12/ 7/2005

Name: Stephen T.B. Miller Title: Director

☐ Elected or ☒ Appointed Expiration Date of Term: 12/ 5/2003

Name: E. Durston Williams Title: Director

☐ Elected or ☒ Appointed Expiration Date of Term: 12/ 5/2003

Name: _____ Title: _____

☐ Elected or ☐ Appointed Expiration Date of Term: _____

Name: _____ Title: _____

☐ Elected or ☐ Appointed Expiration Date of Term: _____

Agency Name:

Pleasant Valley County Water District

d. Compensation (of elected officials)

Basic Stipend: \$100.00 ☒ per meeting or ☐ per month

District compensation: ☐ GovCompDC Mileage amount per mile: _____

☐ Meals _____ ☐ Monthly travel Amount: _____

☐ Other Spec _____

Insurance Coverage ☐ Life _____

☐ Medical _____ ☐ Dental _____

☐ Other (Specify): _____ Amount: _____

Retirement Benef _____

Amount: _____

Is there a limit on the amount a board member/city council member can earn

☐ Check for Yes blank for No Amount: _____

Are new board members provided with an orientation session with the General Manager/City Manager?

☒ Check for Yes blank for No With Legal Council? ☒ Check for Yes blank for No

e. Meeting Information

Regular Scheduled meetings day:: 3rd Tues., Mar. Jun. Oct. Time: 1:30 PM

Regular meeting location: Address: 154 South Las Posas Road

City: Camarillo

ZipCode: 93010

Is location easily accessible to the public ☒ Check for Yes blank for No

Does the location of your meetings comply with requirements of the Americans with Disabilities Act (ADA)? ☒ Check for Yes blank for No

List ways notice of regular meetings is given to the public:

Public notice in newspaper, posted at PVCWD office, posted at Board Secretary office

Does your agency conduct regular reviews of the requirements of the

Brown Act ☒ Check for Yes blank for No FPPC ☐ Check for Yes blank for No

Public disclosure requirements ☐ Check for Yes blank for No

Date of Last review session: 3/1/2001

Has your agency been cited for a violation of the Brown Act and/or FPPC regulations in the previous two years?

☐ Check for Yes blank for No

Agency Name:

Pleasant Valley County Water District

3. Employee Information (all agencies)

Executive/Management staff is defined as department head or above; Professional/Support is defined as staff whose primary function is related to supervision, management or administration of wastewater functions; Operational staff is defined as staff whose primary function is the direct provision of water or wastewater services.

a. Total No. of Employees 10

Executive and Management 1 Professional and Support

Operational: 4 Other (Specify): Board Members Number: 5

b. Number of Employees in all aspects of Water Service

Executive and Management 1 Professional and Support

Operational 4 Other (Specify) Board Members Number: 5

c. Number of Employees in all aspects of Wastewater Service

Executive and Management Professional and Support

Operational Other (Specify) Number:

d. How many employee bargaining units are recognized? (list the number and the name of each bargaining unit):

How many Employees are represented: Agency Total:

Water Service:

Wastewater Service

What are the dates and terms of the last bargaining agreements

Agency Name Pleasant Valley County Water District

4. Financial Information (all agencies)

a. Service Cost Information:

List current rates for all categories of services

\$75.00

Water Agencies – what are the rates in terms of acre-feet

\$75.00

Wastewater Agencies – what are the rates in terms of MGD

Rate changes in last two years:

\$5.00/year

Specify rate changes anticipated in next two years:

Specify any rate differential charged for customers in the agency's boundaries versus rates charged for customers outside agency's boundaries?

No customers outside boundaires

b. Budget Information for the Last Three Fiscal years:

Are adopted budgets posted on the agency website? ☐ Check for Yes Blank for No

Are copies of adopted budgets available to the public ☒ Check for Yes Blank for No

FY 2000-2001: Revenues: 1,619,000 Expenses: 2,139,000

Capital Improvements: 126,500 Reserves: -646,500

(For cities and dependent districts) please note charges assigned to water and/or wastewater budget which are transferred to the General Fund: _____

FY 2001-2002: Revenues: 1,817,400 Expenses: 2,157,000

Capital Improvements: 111,500 Reserves: -451,100

(For cities and dependent districts) please note charges assigned to water and/or wastewater budget which are transferred to the _____

FY 2002-2003: Revenues: 2,169,400 Expenses: 2,601,800

Capital Improvements: 111,500 Reserves: -543,900

(For cities and dependent districts) please note charges assigned to water and/or wastewater budget which are transferred to the General Fund: _____

Agency Name: **Pleasant Valley County Water District**

c. Revenues Sources for the Last Three Fiscal Years for all Agencies: Please fill in amount and percentage of the total of revenues.

FY 2000-2001:	Voter Approved	Sunset Date
Property Taxes: <u>98,170</u> % <u>5.41%</u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Special Taxes: <u>110510</u> % <u>6.10%</u>	<input checked="" type="checkbox"/> Check for Yes Blank for No	<u> </u>
Service Charges: <u>1,442,490</u> % <u>79.56%</u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Fees: <u>11,600</u> % <u>0.64%</u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Assessments: <u> </u> % <u> </u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Stand-by Charges <u> </u> % <u> </u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Grants: <u> </u> % <u> </u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Other (Specify): <u>Interest</u> Amount: <u>150,240</u> % <u>8.29%</u>		

FY 2001-2002:	Voter Approved	Sunset Date
Property Taxes: <u>107,500</u> % <u>5.04%</u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Special Taxes: <u>129000</u> % <u>6.05%</u>	<input checked="" type="checkbox"/> Check for Yes Blank for No	<u> </u>
Service Charges: <u>1,772,000</u> % <u>83.14%</u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Fees: <u>8,880</u> % <u>0.42%</u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Assessments: <u> </u> % <u> </u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Stand-by Charges: <u> </u> % <u> </u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Grants: <u> </u> % <u> </u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Other (Specify): <u>Interest</u> Amount: <u>114,000</u> % <u>5.35%</u>		

FY 2002-2003:	Voter Approved	Sunset Date
Property Taxes: <u>166,000</u> % <u>3.04%</u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Special Taxes: <u>90000</u> % <u>4.15%</u>	<input checked="" type="checkbox"/> Check for Yes Blank for No	<u> </u>
Service Charges: <u>1,868,000</u> % <u>86.11%</u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Fees: <u>8,400</u> % <u> </u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Assessments: <u> </u> % <u> </u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Stand-by Charges: <u> </u> % <u> </u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Grants: <u> </u> % <u> </u>	<input type="checkbox"/> Check for Yes Blank for No	<u> </u>
Other (Specify): <u>Interest</u> Amount: <u>137,000</u> % <u>6.31%</u>		

Are areas annexing to your agency accessed stand-by charges (click for yes): ☐

If so what is the amount of the stand-by charge

Are areas annexing to your agency required to pay a share of exting bonded indebttness? (click for yes) ☐

If yes what is the amount:

Agency Name	Pleasant Valley County Water District
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d. Reserves:

Reserve Definitions:

- 1) *Unallocated General Reserves. Funds set-aside for any budgetary short falls during the fiscal year or for purposes not specifically designated in any other reserve fund.*
- 2) *Capital Reserve Fund. Funds for infrastructure expansion, construction and replacement.*
- 3) *Operating Rate Stabilization Fund. Funds to protect users from fluctuations in rates.*
- 4) *Restricted Debt Reserves. Funds set aside to pay back debt.*
- 5) *Other Reserves. Funds set aside for specific purposes (i.e., scholarship, contingency, specify projects), varies by district.*

Reserve Definitions	FY 2002-2003	FY 2001-2002	FY 2000-2001
Total Reserves as % of Total Revenue	237.10%	263.30%	305.90%
Operating Reserves	4,313,800	4,772,700	4,715,400
Capital Reserve Fund			
Operating and Rate Stabilization Fund	750,000	75,000	750,000
Restricted Debt Reserves	79,400	89,400	80,600
Other Reserves			

e. Audits

Date of last independent audit: 10/4/2002

Who conducted last independent audit? Vance, Thrift & Biller

Was the audit qualified in any way? No

f. Bonds:

What is your agency's bond rating? No bonds outstanding

What was the source of the rating? _____

Agency Name:

Pleasant Valley County Water District

5. Government Structure (all agencies)

a. Has your agency been involved in a reorganization study in the previous two years? (Check for Yes)

☐

b. Has your agency been the subject of a grand jury in the previous two years? (Check for Yes)

☒

c. Describe any litigations your agency has been involved in the previous two years.

d. Identify any limitations that might affect possible government structure options including:

Enabling legislation/charter:

Pending litigation:

Court judgement:

Legal issues:

Restricted assets:

Financial constraints:

Other:

Agency Name: Pleasant Valley County Water District

6. Service Information (all agencies)

a. Provide a list of services provided by your agency:

Irrigation water

Provide a brief narrative description of the service area for water service.

11000 acres on the Oxnard Plain

Provide a brief narrative description of the service area for wastewater service.

b. Estimated January population in agency's boundaries: 2,000

Size in acres: 11,000

c. Estimaed January 2003 population in sphere influence: 2,000

Size in acres: 11,000

Agency Name Pleasant Valley County Water District

7. Service Information (WATER AGENCIES OR DEPARTMENTS ONLY)

a. Total number of customers Retail 39 Wholesale: _____

b. Total Number of water service connections in Agency Boundaries

Domestic Agricultural: 118 M()I _____

Reclaimed: Other (specify): _____ Amount of Other: _____

c. Total Number of water service connections in Agency Sphere of Influence but outside Boundaries:

Domestic Agricultural: M()I _____

Reclaimed: Other (specify): _____ Amount of Other: _____

d. Total Number of water service connections outside Agency Boundaries and Sphere of Influence:

Domestic Agricultural: M()I _____

Reclaimed: Other (specify): _____ Amount of Other: _____

e. Shared Facilities:

Provide location information (street address, Assesor's Parcel No. etc.) for each connection outside agency's boundaries:

Address	Parcel Number	Etc...
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

f. Does your agency have a master plan? (Check for Yes) ☐

Date of current master plan: _____

Date of previous master plan: _____

Agency Name

Pleasant Valley County Water District

g: Water Facilities (provide for each facility) attach sheets if necessary

Location: Camarillo

Miles of Lines 37 Type: Reinforced concr

Capacity: 75 Year built: 1/1/1962

Storage capacity in days 3 Year capacity last expanded: 1983

What permits (local, state, federal) are required:

Are required permits current (check the box for yes) ☐

Does your agency have permit violations: _____

Is your agency applying for new permits or permit amendments: _____

Date of latest Water Quality Report: 1/1/2002 Are copies posted on the web? (Check for Yes) ☐

h. Water Source Information:

Imported	Source: _____	Percentage of total: _____
Reclaimed:	Source: _____	Percentage of Total _____
Other (specify) _____		
	Source: _____	Percentage of total: _____

Groundwater (list each source and no. of wells):

Source:	<u>Fox Canyon-11 Wells</u>	Percentage of total:	<u>50.00%</u>
Source:	_____	Percentage of total:	_____
Source:	_____	Percentage of total:	_____
Source:	_____	Percentage of total:	_____
Source:	_____	Percentage of total:	_____

Surface (list each surface source:)

Source:	<u>Santa Clara River</u>	Percentage of total:	<u>25.00%</u>
Source:	<u>Conejo</u>	Percentage of total:	<u>25.00%</u>
Source:	_____	Percentage of total:	_____

i: Additional Informaion

Does your agency meet the minimum storage requiremnts as recommended by the Ventura County Waterworks Manual? (Click for Yes) ☐

What is you agency's estimated peak demand? 70AF/day What is your agency's peak demand capacity? 70AF/day

In the event of a power outage what additional resources of power are available: _____

If your agency relies on groundwater, what additional non-groundwater storage capacity have you developed? _____

Agency Name:

Pleasant Valley County Water District

8. Service Information (WASTEWATER AGENCIES ONLY)

a. Does your agency have a master plan? (check for yes) ☐ SerInfoWWAMP

Date of current master plan: _____ Date of previous master plan: _____

b. Number of wastewater service connections in agency boundaries

Residential: _____ Commercial: _____ Industrial: _____

Other (specify) _____ Amount of Other: _____

c. Number of wastewater services in agency Sphere of influence, but outside boundaries

Residential: _____ Commercial: _____ Industrial: _____

Other (specify): _____ Amount of Other: _____

Provide street address, assessor's parcel no. ect. for each connection outside agency boundaries

d. Number of wastewater services outside agency boundaries and Spheres of Influence

Residential: _____ Commercial: _____ Industrial: _____

Other (specify) _____ Amount of Other: _____

Provide street address, assessor's parcel no. ect. for each connection outside agency boundaries

Agency Name

Pleasant Valley County Water District

e. Wastewater Service Connections:

Total number of wastewater service connections:

Wastewater treatment facilities (provide for each facility): *include another sheet if necessary*

Location of treatment facility _____

Miles of Lines _____ Type: _____ Capacity (MGD) _____

Year built: _____ Year capacity last expanded _____

What permits are required for facilities: _____

Are required permits current (check box for yes) ☐

Does your agency have permit violations? (check box for yes) ☐

Is your agency applying for new permits or permit amendments? (check box for yes) ☐

If yes, what permits? _____

Location of treatment facilities: _____

Miles of lines: _____ Type: _____ Capacity: _____

Year Built: _____ Year capacity last expanded: _____

What permits are required for facilities: _____

Are required permits current (check box for yes) ☐

Does your agency have permit violations? (check box for yes) ☐

Is your agency applying for new permits or permit amendments? (check box for yes) ☐

If yes, what permits? _____

8. Service Information

f. List current share activity with other service providers and provide a brief description

☐ Joint Power Authorities (JPA's)

☐ Memorandums of Understanding (MOUs)

☐ Service Agreements:

☐ Purchasing Agreements:

☐ Equipment Sharing:

☐ Insurance Pools:

☐ Joint Funding:

☐ Other:

g. Agency Function:

List Agency Functions that are Provided by:

Private Contractors: _____

Other: _____

Annual savings produced by using contractors/other agencies _____

Other? _____

List any excess capacity, facilities or staff which can be made available by your agency
